



Fingerprint Instructions for Probation

It is a requirement of probation to obey all laws. To permit monitoring of compliance with this condition you are required to submit completed fingerprint forms and fingerprint fees within 45 days of the effective date of the decision.

How do I complete the fingerprint requirement?

- Live Scan process only
Live Scan form is attached.

Visit <http://aq.ca.gov/fingerprints/publications/contact.htm> to locate Live Scan sites. Most local law enforcement offices in California have Live Scan equipment. Hours of operation and fees vary, so please contact the Live Scan site directly for information.

On average, Live Scan results take 1-2 weeks.

Your fingerprints will be used to check the criminal history records of the California Department of Justice and the Federal Bureau of Investigations. You may find information on challenging entries on your record at www.fbi.gov

What are the fees for fingerprints?

- \$51 processing fee for DOJ and FBI
- Take your fee to the Live Scan site. Do not send it to the Board. Also, be prepared to pay an additional “rolling” fee at the Live Scan site. The “rolling” fee varies by site from \$5 to \$45. Check with your site for their cost. (See web address above.)

After you have had your fingerprints scanned, **be sure to send one copy of the form to your probation monitor as proof of completing to:**

**Board of Registered Nursing
Attn: Probation Unit
P.O. Box 944210
Sacramento, CA 94244-2100**

Applicant Submission

BCII 8016 (Rev 10/98) ORIGINAL-Live Scan Operator; SECOND COPY-Requesting Agency; THIRD COPY-Applicant
 88-12-13